



Maryland Department of
Juvenile Services
Treating • Supporting • Protecting

One Center Plaza
120 West Fayette Street
Baltimore, MD 21201

Anthony G. Brown
Lt. Governor

Martin O'Malley
Governor

Donald W. DeVore
Secretary

August 14, 2009

Re: 09-JS-041 (eMM No: V00SO258516) Written Solicitation For The Provision Of Special Education Services At Department Of Juvenile Services Western Maryland Children's Center And The Youth Centers

Dear Potential Bidder:

The Maryland Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called "the Department," "Juvenile Services," or "DJS," is interested in obtaining Bids to provide the following: speech/language, occupational therapy and psychological testing services required to provide students with special education services at DJS facilities and to improve the delivery of related services. The Contractor will provide services necessary to the evaluation of students' disabilities and to the development and implementation of students' IEP goals.

The Contractor shall provide speech/language, occupational therapy and psychological testing services at the DJS sites outlined in Section 2. Service Locations and Stipulations.

The Contract awarded shall be for a period of one year beginning on or about September 15, 2009 through September 14, 2010.

The Contract award will be made under Small Procurement Regulations COMAR 21.05.07.

There will not be a Pre-Bid Conference for this procurement.

Bids for this Written Solicitation are to be submitted to the Procurement Officer by August 28, 2009, no later than 3:30 p.m. to Denise Anderson, Office of Procurement, Department of Juvenile Services, One Center Plaza, 120 W. Fayette Street, Rm. 334A, Baltimore, Maryland 21201. Late Bids will not be accepted.

You may obtain a copy of this Written Solicitation from the eMaryland Marketplace website at www.emarylandmarketplace.com.

Upon receipt of this Written Solicitation please acknowledge by E-Mail to anderse@djs.state.md.us.

If you have any questions, please submit them to my office as soon as possible via fax or email. The fax number is 410-333-4191. You may email me at anderse@djs.state.md.us.

Minority Business Enterprises (MBE's) and small businesses are encouraged to respond to this solicitation as a primary Contractor and are encouraged to obtain certification.

All questions related to the MBE certification process should be addressed to the Maryland Department Of Transportation, Minority Business Enterprises, P.O. Box 8755, BWI Airport, Maryland 21240-8755. You may contact them by voice mail at 1-800-544-6056 or by E-Mail at www.mdot.state.md.us.

If the prospective Bidder is a certified minority Contractor, the certification number must be provided in a cover letter.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it to my office at the above fax number. This information is required by the Department of Budget and Management to ensure outreach methods were made to seek vendors and to get feedback regarding this solicitation.

Sincerely,

Denise Anderson
Office of Procurement

C: Bid File